

## ADMINISTRATIVE SERVICES DEPARTMENT[11]

### Notice of Intended Action

**Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”**

**Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.**

Pursuant to the authority of Iowa Code section 8A.104(5), the Administrative Services Department hereby gives Notice of Intended Action to amend Chapter 57, “Appointments,” Iowa Administrative Code.

Rule 11—57.6(8A) outlines procedures for internship appointments. The proposed amendment to the rule involves allowing for successful completion of an internship appointment to be done in at least 480 hours, instead of 90 calendar days. The proposed amendment aligns subrule 57.6(3) with subparagraph 54.2(4)“a”(3). Subparagraph 54.2(4)“a”(3) was amended to specify an hourly measure rather than a daily measure because of confusion as to how many hours made up one calendar day’s worth of work. Rule 11—57.6(8A) was not changed at the same time. This proposed amendment would convert 90 calendar days to 480 hours and reduce the number of days for successful completion of an internship with the State of Iowa by 30 days.

Interested persons may make written comments on the proposed amendment until 4:30 p.m. on November 29, 2016. Comments should be directed to Tami Wiencek, Department of Administrative Services, Hoover State Office Building, 1305 East Walnut Street, Des Moines, Iowa 50319-0114. Comments may be sent by fax to (515)281-6140 or by e-mail to [tami.wiencek@iowa.gov](mailto:tami.wiencek@iowa.gov).

A public hearing will be held on November 29, 2016, from 1 to 2 p.m. in Conference Room 5, A Level, Hoover State Office Building, 1305 East Walnut Street, Des Moines, Iowa, at which time persons may present their views either orally or in writing.

Any persons who intend to attend the public hearing and have special requirements, such as those related to hearing or mobility impairments, should contact the Department and advise of specific needs by calling (515)725-2017.

There is no fiscal impact to the State. Many internships are unpaid positions. The Department does not have reliable data by which to gauge the impact on paid internships.

The Department does not intend to grant waivers under the provisions of these rules, other than as may be allowed under the Department’s general rules concerning waivers.

After analysis and review of this rule making, no impact on jobs has been found.

This amendment is intended to implement Iowa Code section 8A.402(1)“e.”

The following amendment is proposed.

Amend subrule 57.6(3) as follows:

**57.6(3)** Successful completion of an internship appointment of at least ~~90 calendar days~~ 480 hours shall authorize the appointee to be on promotional or all-applicant lists. Only persons formally enrolled in the department’s intern development program are eligible to be on promotional lists. Successful completion shall be as determined by the director at the time of enrollment.